

Hydrologic Radio Frequency Licensing Guide

Version 1.0
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1. Document Overview

1.1 Overview

The Federal Communications Commission (FCC) provides a web-based method for applying for transmitter licenses called the Universal Licensing System (ULS). The ULS is accessible via the web at <http://wireless.fcc.gov/uls/> and works with most popular web browsers.

The purpose of this guide is to assist Automated Flood Warning System (AFWS) owners on how to obtain FCC licenses for Federal hydrologic radio frequencies using the ULS. This guide is intended to assist in seeking a license for:

- A fixed station
- State or local government use
- Federal hydrologic frequencies
- Low-power single-frequency transmission only

The instructions contained in this document are current as of April 2005.

1.2 Frequencies Available For Use

The following Federal hydrologic frequencies (in MHz) are available for use through the ULS:

All Frequencies shown in MHz						
169.4250	170.2250	171.0250	171.8250	406.125	412.6625	415.1250
169.4375	170.2375	171.0375	171.8375	406.175	412.6750	415.1750
169.4500	170.2500	171.0500	171.8500		412.6750	
169.4625	170.2625	171.0625	171.8625		412.6875	
169.4750	170.2750	171.0750	171.8750		412.7125	
169.4875	170.2875	171.0875	171.8875		412.7250	
169.5000	170.3000	171.1000	171.9000		412.7375	
169.5125	170.3125	171.1125	171.9125		412.7625	
169.5250	170.3250	171.1250	171.9250		412.7750	

1.3 *Configuring Your Web Browser*

To use the ULS through a web browser you must have:

- Either a Netscape 4.7.x, Mozilla Firefox 1.0, or Internet Explorer 5.5+ browser.
- Java & JavaScript must be enabled.
- "Accept All Cookies" must be enabled.

It may be easier to try your current browser with current configuration settings to determine if it will work. If unsuccessful, download the browser software available from the ULS website to successfully run the ULS application. More information is available at <http://esupport.fcc.gov/gettingconnected.htm>. You should also review the FCC's online filing assistance at <http://esupport.fcc.gov/licensing.htm>

2. Licensing Process

2.1 New Applicants

Before you use the ULS system the first time, you must register with the ULS. When you have registered, you will obtain:

- FCC Registration Number (FRN)
- Password

You must provide the EIN for your agency, as well as contact information, to use the ULS.

2.2 Requesting New Licenses

IMPORTANT: The ULS system purges all incomplete applications for both license modifications and initial license requests 30 days after the application process begins. To avoid losing your work, use the "Check Errors" button to re-start the 30-day clock.

2.3 Phase I - Collect All Pertinent Information For Each License Required

You need to collect the following information for each hydrologic frequency license:

- Applicant — agency name, name of contact person, address, phone, email.
- Control Point — address, city/town, state, county, phone number for each administrative office that controls or administers the station.
- Administrative -- each existing call sign that is part of this network.
- Location — latitude, longitude, street address or location description, city/town, state, antenna support structure type, ground elevation, height of support structure, height from ground to tip of antenna.
- Antenna — azimuth in degrees (would be 360 if omni type), beamwidth (would be 360 if omni type), polarization (e.g., vertical, horizontal, etc.), gain in dB.
- Frequency — transmit frequency, operational output power (watts), ERP.

2.4 Phase II - Enter All Information Collected From Phase I Into The ULS

Enter all of the information collected in Phase I into the ULS, then select "Online Filing." After the ULS application finishes loading, enter your information in the following order:

2.4.1. Application Information Tab

In the "Application Information" tab, the greyed out boxes are auto-filled. The editable fields (non-greyed out) should have the following information filled-in.

NOTE: The editable information should be filled-in as depicted in the sample application below:

Administrative	Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements
Control Point			

FCC 601

FCC Application for Wireless Telecommunications Bureau
Radio Service Authorization

Approved by OMB
3060-0798

Application Purpose
Radio Service Code:
File Number:
Callsign:

If this request is for a Developmental License, Demonstration License, or a Special Temporary Authorization (STA), enter the code and attach the required exhibit as described in the instructions. Otherwise enter N (Not Applicable)

If this request is for Special Temporary Authority due to an emergency situation, enter 'Y'; otherwise enter 'N'. ☐ Yes ☐ No

Refer to Rule 1.915 for an explanation of situations considered to be an emergency.

If this request is for a New, Amendment, Renewal Only, or Renewal/Modification enter the requested authorization expiration date, MM/DD (this item is optional):

Is this request "major" as defined in Section 1.929 of the Commission's Rules when read in conjunction with the applicable radio service rules found in Parts 22 and 90 of the Commission's Rules? (NOTE: This question only applies to certain site-specific applications. See the instructions for applicability and full text of Section 1.929). ☐ Yes ☒ No

Does this filing request a Waiver of the Commission's rules? If 'Yes', attach an exhibit providing rule numbers and explaining circumstances. ☐ Yes ☒ No

If a feeable waiver request is attached, multiply the number of stations (call signs) times the number of rule sections and enter the result.

Are the frequencies or parameters requested in this filing covered by grandfathered privileges, previously approved by waiver, or functionally integrated with an existing station? ☐ Yes ☒ No

Are attachments being filed with this application? ☒ Yes ☐ No

Regulatory Status

This filing is for authorization to provide or use the following type(s) of radio service offering (enter all that apply):

☐ Common Carrier
 ☐ Non-Common Carrier
 ☒ Private, internal communications
 ☐ Broadcast Services
 ☐ Band Manager

Type of Radio Service

This filing is for authorization to provide the following type(s) of radio service (enter all that apply):

☒ Fixed
 ☐ Mobile
 ☐ Radiolocation
 ☐ Satellite (sound)
 ☐ Broadcast Services

Interconnected Service? ☐ Yes ☒ No

Fee Status

Is the Applicant exempt from FCC application fees? ☒ Yes ☐ No

Is the Applicant exempt from FCC regulatory fees? ☒ Yes ☐ No

Receipt Date (MM/DD/YY)

Figure 2.4-1 - Sample "Application Information" Tab

2.4.2. Applicant Tab

Below is "Applicant" tabbed-panel based on sample data; it should be customized based on your own information.

Administrative		Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point

Applicant Information

FCC Registration Number (FRN): The Licensee is a(n):

First Name: MI: Last Name: Suffix:

Entity Name:

Attention To:

P.O. Box: Address:

City: State: Zip:

Phone No.: FAX: E-Mail:

Name of Real Party in Interest (if different from applicant): TIN of Real Party in Interest: Enter to retrieve RPI name

Name of Contact Representative (if different from the applicant)

First Name: MI: Last Name: Suffix:

Company:

P.O. Box: Address:

City: State: Zip:

Phone No.: FAX: E-Mail:

Race, Ethnicity, Gender of Applicant/Licensee (Optional)

Race: ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African-American
☐ Native Hawaiian or Other Pacific Islander ☐ White

Ethnicity: Gender:

?	Login	Print Preview	Attachment	Check Errors	Previous Page	Next Page	Ownership
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Figure 2.4-2 - Sample "Applicant" Tab

2.4.3. Ownership/Qualification Questions Tab

Answers to the questions displayed in the figure below are required and should be correct to the best of your knowledge.

Administrative	Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements
Control Point			

Alien Ownership Questions (If any answer is Yes, attach exhibit explaining circumstances.)

Is the applicant a foreign government or the representative of any foreign government?

Is the applicant an alien or the representative of an alien?

Is the applicant a corporation organized under the laws of any foreign government?

Is the applicant a corporation of which more than one-fifth of the capital stock is owned of record or voted by aliens or their representatives or by a foreign government or representative thereof or by any corporation organized under the laws of a foreign country?

Is the applicant directly or indirectly controlled by any other corporation of which more than one-fourth of the capital stock is owned of record or voted by aliens, their representatives, or by a foreign government or representative thereof, or by any corporation organized under the laws of a foreign country?

Basic Qualification Questions (If any answer is Yes, attach exhibit explaining circumstances.)

Has the applicant or any party to this application or amendment had any FCC station authorization, license, or construction permit revoked or had any application for an initial, modification or renewal of FCC station authorization, license, construction permit denied by the Commission?

Has the applicant or any party to this application or amendment, or any party directly or indirectly controlling the applicant, or any party to this application ever been convicted of a felony by any state or federal court?

Has any court finally adjudged the applicant or any party directly or indirectly controlling the applicant guilty of unlawfully monopolizing or attempting unlawfully to monopolize radio communication, directly or indirectly, through control of manufacture or sale of radio apparatus, exclusive traffic arrangement, or any other means or unfair methods of competition?

Is the applicant or any party directly or indirectly controlling the applicant, currently a party in any pending matter referred to in the preceding two items?

Figure 2.4-3 - Sample "Ownership Questions/Qualification Questions" Tab

2.4.4. . General Certification Statements Tab

The person who is responsible for the contents of the application (probably the contact person) must type in his/her name and title. The signature field will automatically be filled in with this person's name.

Administrative		Location		Antenna	Frequency	
Application Information	Applicant	Ownership Questions/Qualification Questions		General Certification Statements		Control Point

General Certification Statements

The applicant waives any claim to the use of any particular frequency or of the electromagnetic spectrum as against the regulatory power of the United States because of the previous use of the same, whether by license or otherwise, and requests an authorization in accordance with this application.

The applicant certifies that grant of this application would not cause the applicant to be in violation of any pertinent cross-ownership, attribution, or spectrum cap rule.²

*If the applicant has sought a waiver of any such rule in connection with this application, it may make this certification subject to the outcome of the waiver request.

The applicant certifies that all statements made in this application and in the exhibits, attachments, or documents incorporated by reference are material, are part of this application, and are true, complete, correct, and made in good faith.

The applicant certifies that neither the applicant nor any other party to the application is subject to a denial of Federal benefits pursuant to Section 5301 of the Anti-Drug Abuse Act of 1988, 21 U.S.C § 862, because of a conviction for possession or distribution of a controlled substance. This certification does not apply to applications filed in services exempted under Section 1.2002(c) of the rules, 47 CFR § 1.2002(c). See Section 1.2002(b) of the rules, 47 CFR § 1.2002(b) for the definition of 'party to the application' as used in this certification.

The applicant certifies that it either (1) has a current Form 602 on file with the Commission, (2) is filing an updated Form 602 simultaneously with this application, or (3) is not required to file Form 602 under the Commission's rules.

The applicant certifies that the facilities, operations, and transmitters for which this authorization is hereby requested are either: (1) categorically excluded from routine environmental evaluation for RF exposure as set forth in 47 C.F.R. § 1.1307(b); or, (2) have been found not to cause human exposure to levels of radiofrequency radiation in excess of the limits specified in 47 C.F.R. § 1.1310 and 2.1093; or, (3) are the subject of one or more Environmental Assessments filed with the Commission.

Typed or Printed Name of Party Authorized to Sign:

First Name: MI: Last Name: Suffix:

Title:

Signature:

Upon grant of this license application, the licensee may be subject to certain construction or coverage requirements. Failure to meet the construction or coverage requirements will result in termination of the license. Consult appropriate FCC regulations to determine the construction or coverage requirements that apply to the type of license requested in this application.

WILLFUL FALSE STATEMENTS MADE ON THIS FORM OR ANY ATTACHMENTS ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. Code, Title 18, Section 1001) AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. Code, Title 47, Section 312(a)(1)), AND/OR FORFEITURE (U.S. Code, Title 47, Section 503).

?	Login	Print Preview	Attachment	Check Errors		Previous Page	Next Page	Ownership
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Figure 2.4-4 - Sample "General Certification Statements" Tab

2.4.5. Control Point Tab

A Control Point can be defined as the administrative office that is responsible for maintenance of these gages and/or receives the data. The following may be helpful to remember:

- At least one control point must be listed.
- Multiple Control Points can be listed on a license.
- The maximum number of locations that can be associated to a single control point is 20.

Click on the "Add" button and then complete the location/phone information for the Control Point used by all of the stations listed on the license.

The figure below shows an application after one Control Point has been added.

Administrative		Location		Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point	

Select Control Point

1	542 CountyFarm
---	----------------

Action:

<input type="button" value="Add"/>	Address:	<input type="text" value="1234 Courthouse Lane"/>	
<input type="button" value="Modify"/>	City or Town	<input type="text" value="Anytown"/>	State: <input type="text" value="PA"/>
<input type="button" value="Delete"/>	County:	<input type="text" value="Sullivan"/>	
<input type="button" value="Save"/>	Phone Number:	<input type="text" value="(717) 555-3456"/>	
<input type="button" value="Clear"/>			

Figure 2.4-5 - Sample "Control Point" Tab

2.4.6. Administrative Tab

Code of Federal Regulations Part 90 can be used as the applicable rule for your application. Use the applicable subpart suited to your use. The "Describe Activity"

text box should be completed with a description similar to the one used in the sample application.

The Frequency Coordinator Section is not-editable. (Your application needs to be coordinated with the Federal Hydrologic Radio Frequency Coordination Group before submitting your application to the FCC. See Phase III of these instructions.)

Click on the "Add Call Sign" button and list all associated call signs that you have obtained from the FCC that are also part of this local network. You may need to use the "Save Call Sign" button before adding a second call sign.

Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Administrative	Location	Antenna	Frequency	
Eligibility				
Rule Section				
90		Describe Activity		
<State your intended usage>				
Frequency Coordinator Information (if not self-coordinated)				
Freq Coordination #				
Name of Freq Coordinator				
Other				
Telephone Number		Coordination Date	Has this application been successfully coordinated?	
Extended Implementation (Slow Growth)				
Are you requesting a new or modified extended implementation plan?				
If "Yes", attach an exhibit with a justification and a proposed station construction schedule.				
No				
Associated Call Signs				
Select Call Sign #				
WPHF929		Action	Call Sign	Add Call Sign
WPHF933				Modify Call Sign
WPHF937				Delete Call Sign
Save Call Sign				
Clear Call Sign				
Broadcast Auxiliary Only				
Is there an associated Parent Station?				
Facility Id of Parent Station		Radio Service of Parent Station	City of Parent Station Principal Community	State of Parent Station Principal Community
If there is no associated parent station, this application is a			State of Primary Operation	
?	Login	Print Preview	Attachment	Check Errors
			Previous Page	Next Page
Ownership				

Figure 2.4-6 - Sample "Administrative" Tab

2.4.7. Location Tab

You can add up to 6 transmitter locations per FCC licensing application. Complete this tab by doing the following:

- Click the "Add" button.
- Complete the editable information for a location.
- Choose "F Fixed" for the location.
- Select "N/A" for FCC Antenna Structure Registration # unless the FCC's TOWAIR Determination has stated that ASR registration is necessary.

Completion of Airport Identifier and Site Status boxes is not needed unless the transmitter is near an airport.

If your proposed site is within the quiet zone, you must enter the date that authorization was obtained.

Administrative		Location		Antenna	Frequency																
<div> <div>Select Location</div> <table border="1"> <tr><td>1</td><td>Fixed</td><td>41-29-29.8N</td><td>76-36-9.3W</td></tr> <tr><td>2</td><td>Fixed</td><td>41-21-25.0N</td><td>76-32-6.0W</td></tr> <tr><td>3</td><td>Fixed</td><td>41-18-51.8N</td><td>76-38-48.5W</td></tr> <tr><td>4</td><td>Fixed</td><td>41-14-12.2N</td><td>76-42-5.8W</td></tr> </table> </div> <div> <div>Add</div> <div>Save</div> <div>Modify</div> <div>Clear</div> <div>Delete</div> </div>						1	Fixed	41-29-29.8N	76-36-9.3W	2	Fixed	41-21-25.0N	76-32-6.0W	3	Fixed	41-18-51.8N	76-38-48.5W	4	Fixed	41-14-12.2N	76-42-5.8W
1	Fixed	41-29-29.8N	76-36-9.3W																		
2	Fixed	41-21-25.0N	76-32-6.0W																		
3	Fixed	41-18-51.8N	76-38-48.5W																		
4	Fixed	41-14-12.2N	76-42-5.8W																		
Action	Location Description	Area of Operation Code		Location Name																	
A	F Fixed																				
FCC Antenna Structure Registration # or N/A (FAA Notification not Required)		Registration Number Press Enter to retrieve Tower data		Latitude (DD-MM-SS.S)																	
N/A				41-29-29.8 N 076-36-09.3 W																	
Street Address, Name of Landing Area, or Other Location Description		City		State																	
NE corner of the SR87 bridge across Loyalsock Creek		Hillsgrove		PA																	
County		Elevation of Site AMSL (meters) ('a' in antenna structure example):		Overall Ht AGL without appurtenances (meters) ('b' in antenna structure example):																	
Sullivan		309.0		Overall Ht AGL with appurtenances (meters) ('d' in antenna structure example):																	
		4.1		4.3																	
Support Structure Type		PIPE Any type pipe		Other																	
Location Number: (only for Area of Operation Code 'A')		Temporary Fixed or Mobile Radius (km)		Airport Identifier Site Status																	
Maximum Latitude (DD-MM-SS.S) Use for rectangle only (Northwest corner) NAD 83 N or S		Maximum Longitude (DDD-MM-SS.S) Use for rectangle only (Northwest corner)		Do you propose to operate in an area that requires frequency coordination with Canada?																	
Description (only for Area of Operation Code 'O')																					
Number of Units		Hand Held	Mobile	Temporary Fixed	Aircraft																
Would a Commission grant of Authorization for this location be an action which may have a significant environmental effect? See Section 1.1307 of 47 CFR. If 'Yes', submit an environmental assessment as required by 47 CFR, Sections 1.1308 and 1.1311		No																			
If the proposed site is located in one of the quiet zones listed in Item 27 of the Instructions, provide the date (mm/dd/yy) the proper authority was notified																					
?	Login	Print Preview	Attachment	Check Errors	Ownership																

Figure 7: Sample "Location"

2.4.8. Antenna Tab

Click on the first antenna location under the "Select Location" list. (You will see up to 6 locations). Click on the "1" under "Select Antenna". After doing that you should now be able to click "Add" to enter specifications for that antenna. Since this location is not a repeater there should be only one antenna in the list.

AAT should be left blank. For "Antenna Ht.", enter the height from tip to ground. If the antenna is a yagi, enter the azimuth relative to the receiver; otherwise, for an omni antenna enter "360". Beamwidth will also be "360" if the antenna is omni-directional. The polarization and gain for your transmitter should be specified in the manufacturer's literature.

The figure below shows antenna information for a location that uses a yagi antenna.

Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Administrative		Location	Antenna	Frequency

Select Location	Select Antenna	
1 36-0-0.0N 76-33-33.0W	1	<input type="button" value="Add"/>
		<input type="button" value="Modify"/>
		<input type="button" value="Save"/>
		<input type="button" value="Delete"/>
		<input type="button" value="Refresh"/>
		<input type="button" value="Clear"/>

Action:

AAT(meters)	<input type="text"/>
Antenna Ht. (meters)	<input type="text" value="4.3"/>
Azimuth (degrees)	<input type="text" value="221.0"/>
Beamwidth (degrees)	<input type="text" value="80.0"/>
Polarization	<input type="text" value="V"/>
Gain (dB)	<input type="text" value="7.0"/>

Figure 2.4-7 - Sample "Antenna" Tab

2.4.9. Frequency Tab

"Frequency" is the final tab of the ULS licensing application and is completed by doing the following:

- Click on the first location in the "Select Location" >> Select your antenna >> "Add Freq"
- The lower fields on the form should now be editable. Place your frequency in the "Lower or Center Frequency" field (do not use the other frequency tabs).
- Enter "FX" for Station Class and "1" for Number of Units.
- Enter the operational power and ERP for the transmitter.

You must click the "Save Freq" button before you can list emission information. Then, select the specific frequency and click "Add Emission" before typing in the emission designator. It is suggested that you use the same emission designator as in the sample application. The first of the two numbers of the emission designator is the transmitter bandwidth in KHz, which in this application was 11 (If you can use 8K that is even better!). Then click "Save Emission". There will be only one emission listed because there should be just one frequency per location.

The figure below shows frequency and emission information that have been added for the third location transmitting with a single antenna.

Administrative		Location	Antenna	Frequency
<div> <div>Select Location</div> <div> <div>1 41-29-29.8N 76-36-9.3W</div> <div>2 41-21-25.0N 76-32-6.0W</div> <div>3 41-18-51.8N 76-38-48.5W</div> <div>4 41-14-17.7N 76-43-5.4W</div> <div>5 41-12-27.0N 76-45-9.0W</div> </div> </div>		<div>Select Antenna</div> <div>1</div>	<div>Select Frequency</div> <div>00169.45000</div>	<div>Add Freq</div> <div>Clear Freq</div> <div>Modify Freq</div> <div>Delete Freq</div> <div>Save Freq</div>
<div>Freq Action</div> <div>A</div>	<div>Lower or Center Frequency (MHz)</div> <div>169.45</div>	<div>Upper Frequency (MHz)</div> <div></div>	<div>Frequency Carrier (MHz)</div> <div></div>	
<div>Station Class</div> <div>FX</div>	<div>No. of Units</div> <div>1</div>	<div>No. of Paging Receivers</div> <div></div>	<div>Output Power (watts)</div> <div>25.000</div>	<div>ERP (watts)</div> <div>50.000</div>
<div>Select Emission</div>				
<div>1 11K0F2D</div>		<div>Emission Action</div> <div>A</div>	<div>Emission Designator</div> <div>11K0F2D</div>	<div>Add Emission</div> <div>Delete Emission</div> <div>Save Emission</div> <div>Clear Emission</div> <div>Modify Emission</div>
<div>Refresh</div>				

Figure 2.4-8 - Sample "Frequency" Tab

2.5 Phase III - Submit Exported ULS Information To The Interdepartmental Radio Frequency Coordinating Group (HRCFG) For Approval

Provide the following items to the HRCFG when seeking their authorization:

- Your incomplete ULS application(s) that have been exported to PDF.
- A Network drawing depicting your system configuration.
- A cover letter justifying your request for the stations.

- A letter from the local National Weather Service forecast office that supports your request.

IMPORTANT: The ULS will only save incomplete applications for a period of up to 60 days from the day they are first entered into the ULS. It is imperative to quickly proceed to Phase IV when you receive HRFCG approval.

The quickest method for filing is to email the above information in PDF format to the Chairman of the HRFCG, Larry Wenzel (larry.wenzel@noaa.gov), at 301-713-0006, ext. 147. The mailing address is Office of Hydrologic Radio Frequency, NOAA, National Weather Service, SSMC2, Room 13415, Silver Spring, MD 20910.

2.6 Phase IV - Complete Your ULS Application By Filing Your Application

In Phase IV, you upload HRFCG approval letter through the ULS and submit your FCC application.

Immediately upon receiving HRFCG approval, log in to the ULS and do the following:

- Click the "Attachment" button (located at the bottom of the screen). Upload your entire HRFCG request and your NOAA authorization letter to the ULS. All uploads should be in PDF.
- File your application by clicking "Submit" on the ULS application.
NOTE: Do not use the "Batch File/Submit Pack" button that is visible after logging in; your application will not be successfully submitted.

After you submit each FCC application, the ULS will send you to a confirmation page like the example below (example on next page). Record the file number for future reference. If the ULS does not display a confirmation page, contact the FCC at 1-

888-225-5322, option 2, for assistance about how to proceed.

Federal Communications Commission

ULS Online Filing

Application Confirmation

Application has been submitted. The file number for this application is 0001362800.

Return

?

Print Preview

ULS Home

Ownership

Login

File Number	Payment Type Code	Quantity	Subtotal
No application or regulatory fees are required			

Before leaving this page, you must click and print the 159 Form to attach to your payment to ensure proper fee association and to avoid possible dismissal of this application.

If you have fees due for this filing, mail or deliver FCC Form 159 along with payment for the amount denoted in Form 159 Box 3 to:

Federal Communications Commission
P. O. Box 358994
Pittsburgh, PA 15251-5994

The Form 159 and accompanying fee must be received by the Commission within 10 days of filing the application.

If you believe the calculated fee is incorrect, please call 1-888-CALLFCC and go to option #2 for assistance.

Form 159

Fees Help

Figure 2.6-1 - Sample "Application Confirmation"

2.7 *Modifying Existing Licenses*

You can use the ULS for all license modifications for associated call signs.

IMPORTANT: The ULS system purges all incomplete applications for either a license modification or an initial license request 30 days after you start the application. To avoid having an application that has not been submitted be purged, try using the "Check Errors" button to re-start the 30-day clock.

The process of modifying a license will consists of up to five phases.

Phase I - Determine the Type of Modification

If the license modification is an Administrative Update, then skip Phase IV and do not submit attachments with your application. If the change to the license is a major filing, then you will need to complete all the phases.

Phase II - Create a Modification Application in the ULS

Log in to the ULS.

Select the "New Filing" button.

Within the "Purpose of Application", select "Modification" or "Renewal/Modification."

When presented with the list of call signs, select the desired call sign, then click "Continue."

Wait for the ULS application to load within your WWW browser. .0.

Phase III - Enter Your License Modifications Into The ULS

This phase consists of entering your license changes into the ULS. Some of the existing license information will automatically be downloaded and editable. You should proceed completing the application in the following order:

Application Information Tab

In the "Application Information" tab, the greyed out boxes are auto-filled. The editable fields (non-greyed out) should have the following information filled-in. Ensure to use "Check Errors" when you are done.

NOTE: The editable information should be filled-in as depicted in the sample application below:

Administrative	Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements
Control Point			

FCC 601

FCC Application for Wireless Telecommunications Bureau

Approved by OMB
3060-0798

Radio Service Authorization

Application Purpose MD **Radio Service Code:** PW **File Number:** **Callsign:** WPHF933

If this request is for a Developmental License, Demonstration License, or a Special Temporary Authorization (STA), enter the code and attach the required exhibit as described in the instructions. Otherwise enter N (Not Applicable)

If this request is for Special Temporary Authority due to an emergency situation, enter 'Y'; otherwise enter 'N'. Refer to Rule 1.915 for an explanation of situations considered to be an emergency. ☐ Yes ☐ No

If this request is for a New, Amendment, Renewal Only, or Renewal/Modification enter the requested authorization expiration date, MM/DD (this item is optional):

Is this request "major" as defined in Section 1.929 of the Commission's Rules when read in conjunction with the applicable radio service rules found in Parts 22 and 90 of the Commission's Rules? (NOTE: This question only applies to certain site-specific applications. See the instructions for applicability and full text of Section 1.929). ☒ Yes ☐ No

Does this filing request a Waiver of the Commission's rules? If "Yes", attach an exhibit providing rule numbers and explaining circumstances. ☐ Yes ☒ No

If a feeable waiver request is attached, multiply the number of stations (call signs) times the number of rule sections and enter the result.

Are the frequencies or parameters requested in this filing covered by grandfathered privileges, previously approved by waiver, or functionally integrated with an existing station? ☐ Yes ☒ No

Are attachments being filed with this application? ☒ Yes ☐ No

Regulatory Status

This filing is for authorization to provide or use the following type(s) of radio service offering (enter all that apply):

☐ Common Carrier
 ☐ Non-Common Carrier
 ☒ Private, internal communications
 ☐ Broadcast Services
 ☐ Band Manager

Type of Radio Service

This filing is for authorization to provide the following type(s) of radio service (enter all that apply):

☒ Fixed
 ☐ Mobile
 ☐ Radiolocation
 ☐ Satellite (sound)
 ☐ Broadcast Services

Interconnected Service? ☐ Yes ☒ No

Fee Status

Is the Applicant exempt from FCC application fees? ☒ Yes ☐ No

Is the Applicant exempt from FCC regulatory fees? ☒ Yes ☐ No

Receipt Date (MM/DD/YY)

Figure 2.7-1 - Sample "Application Information"

Applicant Tab

Below is the "Applicant" tabbed-panel based on sample data; fill in any changes that are needed. Use the "Check Errors" button when you are done.

Administrative	Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements
Control Point			

Applicant Information

FCC Registration Number (FRN): The Licensee is a(n):

First Name: MI: Last Name: Suffix:

Entity Name:

Attention To:

P.O. Box: Address:

City: State: Zip:

Phone No.: FAX: E-Mail:

Name of Real Party in Interest (if different from applicant): TIN of Real Party in Interest: [Enter to retrieve RPI name](#)

Name of Contact Representative (if different from the applicant)

First Name: MI: Last Name: Suffix:

Company:

P.O. Box: Address:

City: State: Zip:

Phone No.: FAX: E-Mail:

Race, Ethnicity, Gender of Applicant/Licensee (Optional)

Race: ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African-American
☐ Native Hawaiian or Other Pacific Islander ☐ White

Ethnicity: Gender:

? Login Print Preview Attachment Check Errors Previous Page **Next Page** Ownership

Figure 2.7-2 - Sample "Applicant"

Ownership/Qualification Tab

Answers to the questions displayed in Figure 3 below are required and will likely be the same as on the original license

Administrative		Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Alien Ownership Questions (If any answer is Yes, attach exhibit explaining circumstances.)				
Is the applicant a foreign government or the representative of any foreign government?			<input type="text" value="No"/>	
Is the applicant an alien or the representative of an alien?			<input type="text" value="No"/>	
Is the applicant a corporation organized under the laws of any foreign government?			<input type="text" value="No"/>	
Is the applicant a corporation of which more than one-fifth of the capital stock is owned of record or voted by aliens or their representatives or by a foreign government or representative thereof or by any corporation organized under the laws of a foreign country?			<input type="text" value="No"/>	
Is the applicant directly or indirectly controlled by any other corporation of which more than one-fourth of the capital stock is owned of record or voted by aliens, their representatives, or by a foreign government or representative thereof, or by any corporation organized under the laws of a foreign country?			<input type="text" value="No"/>	
Basic Qualification Questions (If any answer is Yes, attach exhibit explaining circumstances.)				
Has the applicant or any party to this application or amendment had any FCC station authorization, license, or construction permit revoked or had any application for an initial, modification or renewal of FCC station authorization, license, construction permit denied by the Commission?			<input type="text" value="No"/>	
Has the applicant or any party to this application or amendment, or any party directly or indirectly controlling the applicant, or any party to this application ever been convicted of a felony by any state or federal court?			<input type="text" value="No"/>	
Has any court finally adjudged the applicant or any party directly or indirectly controlling the applicant guilty of unlawfully monopolizing or attempting unlawfully to monopolize radio communication, directly or indirectly, through control of manufacture or sale of radio apparatus, exclusive traffic arrangement, or any other means or unfair methods of competition?			<input type="text" value="No"/>	
Is the applicant or any party directly or indirectly controlling the applicant, currently a party in any pending matter referred to in the preceding two items?			<input type="text" value="No"/>	
?	Login	Print Preview	Attachment	Check Errors
			Previous Page	Next Page
Ownership				

Figure 2.7-3 - Sample "Ownership Questions/Qualification Questions"

General Certification Tab

The person responsible for the application (probably same as contact person) must type in his/her name and title. The signature field will automatically be filled in with that person's name.

Administrative	Location	Antenna	Frequency
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements
Control Point			

General Certification Statements

The applicant waives any claim to the use of any particular frequency or of the electromagnetic spectrum as against the regulatory power of the United States because of the previous use of the same, whether by license or otherwise, and requests an authorization in accordance with this application.

The applicant certifies that grant of this application would not cause the applicant to be in violation of any pertinent cross-ownership, attribution, or spectrum cap rule.*

*If the applicant has sought a waiver of any such rule in connection with this application, it may make this certification subject to the outcome of the waiver request.

The applicant certifies that all statements made in this application and in the exhibits, attachments, or documents incorporated by reference are material, are part of this application, and are true, complete, correct, and made in good faith.

The applicant certifies that neither the applicant nor any other party to the application is subject to a denial of Federal benefits pursuant to Section 5301 of the Anti-Drug Abuse Act of 1988, 21 U.S.C § 862, because of a conviction for possession or distribution of a controlled substance. This certification does not apply to applications filed in services exempted under Section 1.2002(c) of the rules, 47 CFR § 1.2002(c). See Section 1.2002(b) of the rules, 47 CFR § 1.2002(b) for the definition of 'party to the application' as used in this certification.

The applicant certifies that it either (1) has a current Form 602 on file with the Commission, (2) is filing an updated Form 602 simultaneously with this application, or (3) is not required to file Form 602 under the Commission's rules.

The applicant certifies that the facilities, operations, and transmitters for which this authorization is hereby requested are either: (1) categorically excluded from routine environmental evaluation for RF exposure as set forth in 47 C.F.R. § 1.1307(b); or, (2) have been found not to cause human exposure to levels of radiofrequency radiation in excess of the limits specified in 47 C.F.R. § 1.1310 and 2.1093; or, (3) are the subject of one or more Environmental Assessments filed with the Commission.

Typed or Printed Name of Party Authorized to Sign:

First Name: MI: Last Name: Suffix:

Title:

Signature:

Upon grant of this license application, the licensee may be subject to certain construction or coverage requirements. Failure to meet the construction or coverage requirements will result in termination of the license. Consult appropriate FCC regulations to determine the construction or coverage requirements that apply to the type of license requested in this application.

WILLFUL FALSE STATEMENTS MADE ON THIS FORM OR ANY ATTACHMENTS ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. Code, Title 18, Section 1001) AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. Code, Title 47, Section 312(a)(1)), AND/OR FORFEITURE (U.S. Code, Title 47, Section 503).

?	Login	Print Preview	Attachment	Check Errors		Previous Page	Next Page	Ownership
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Figure 2.7-4 - Sample "General Certification Statements"

Control Point Tab

A Control Point can be defined as the administrative office that is responsible for maintenance of these gages and/or receives the data. The following may be helpful to remember:

- At least one control point must be listed.
- Multiple Control Points can be listed on a license.
- The maximum number of locations that can be associated to a single control point is 20.

Select the Control Point you want to change the information for and then click "Modify". Use the "Add" button to create additional Control Points or the "Delete" button for removing Control Points.

The figure below shows an application after one Control Point has been added.

Administrative	Location	Antenna	Frequency	
Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point

Select Control Point

1 LYCOMING CTY EM

Action:

Add

Modify

Delete

Save

Clear

Address: 1234 COURTHOUSE LANE

City or Town: ANYTOWN State: PA

County: Sullivan

Phone Number: (717) 555-2334

?	Login	Print Preview	Attachment	Check Errors		Previous Page	Next Page	Ownership
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Figure 2.7-5 - Sample "Control Point"

Administrative Tab

You should probably retain the Rule Section that is listed on form. Complete the "Describe Activity" with a general statement about the station usage. Answer the question about "Extended Implementation" and click "Check Errors".

Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Administrative	Location	Antenna	Frequency	

Eligibility

Rule Section
90.17A

Describe Activity
<State your intended usage>

Frequency Coordinator Information (if not self-coordinated)

Freq Coordination #

Name of Freq Coordinator

Other

Telephone Number

Coordination Date

Has this application been successfully coordinated?

Extended Implementation (Slow Growth)

Are you requesting a new or modified extended implementation plan?
If "Yes", attach an exhibit with a justification and a proposed station construction schedule.

No

Associated Call Signs

Select Call Sign #

Action	Call Sign
A	

Add Call Sign
Modify Call Sign
Delete Call Sign

Save Call Sign
Clear Call Sign

Broadcast Auxiliary Only

Is there an associated Parent Station?

Facility Id of Parent Station

Radio Service of Parent Station

City of Parent Station Principal Community

State of Parent Station Principal Community

If there is no associated parent station, this application is a

State of Primary Operation

?	Login	Print Preview	Attachment	Check Errors	Previous Page	Next Page	Ownership
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Figure 2.7-6 - Sample "Administrative"

Location Tab

Modifying a station is as follows:

1. Select a location and then click "Modify".
2. Make the changes to the station as shown below.
3. Use the "Save" button at the top of the form when you are done.
4. Click "Add" to add another location (up to 6 total) or "Delete" to remove a location. Then provide the information in the editable fields. You should ensure that you do not need to have an antenna structure registration (ASR) for your location by using the FCC's TOWAIR Determination at <http://wireless2.fcc.gov/UlsApp/AsrSearch/towairSearch.jsp>

Your "location" tab should look similar to the one below. Click the "Save" button before attempting to add another location.

Administrative		Location		Antenna		Frequency																	
<div style="display: flex; justify-content: space-between;"> <div> <p>Select Location</p> <table border="1"> <tr><td>1</td><td>Fixed</td><td>41-29-29.8N</td><td>76-36-9.3W</td></tr> <tr><td>2</td><td>Fixed</td><td>41-21-25.0N</td><td>76-32-6.0W</td></tr> <tr><td>3</td><td>Fixed</td><td>41-18-51.8N</td><td>76-38-48.5W</td></tr> <tr><td>4</td><td>Fixed</td><td>41-14-12.2N</td><td>76-42-5.4W</td></tr> </table> </div> <div> <p>Add</p> <p>Save</p> <p>Modify</p> <p>Clear</p> <p>Delete</p> </div> </div>								1	Fixed	41-29-29.8N	76-36-9.3W	2	Fixed	41-21-25.0N	76-32-6.0W	3	Fixed	41-18-51.8N	76-38-48.5W	4	Fixed	41-14-12.2N	76-42-5.4W
1	Fixed	41-29-29.8N	76-36-9.3W																				
2	Fixed	41-21-25.0N	76-32-6.0W																				
3	Fixed	41-18-51.8N	76-38-48.5W																				
4	Fixed	41-14-12.2N	76-42-5.4W																				
Action	Location Description	Area of Operation Code		Location Name																			
A	F Fixed																						
FCC Antenna Structure Registration # or N/A (FAA Notification not Required)		Registration Number Press Enter to retrieve Tower data		Latitude (DD-MM-SS.S)		Longitude (DDD-MM-SS.S)																	
N/A				41-29-29.8 N		076-36-09.3 W																	
Street Address, Name of Landing Area, or Other Location Description				City		State																	
NE corner of the SR87 bridge across Loyalsock Creek				Hillsgrove		PA																	
County		Elevation of Site AMSL (meters) (a' in antenna structure example):		Overall Ht AGL without appurtenances (meters)(b' in antenna structure example):		Overall Ht AGL with appurtenances (meters) (c' in antenna structure example):																	
Sullivan		309.0		4.1		4.3																	
Support Structure Type		PIPE Any type pipe				Other																	
Location Number: (only for Area of Operation Code 'A')		Temporary Fixed or Mobile Radius (km)		Airport Identifier		Site Status																	
Maximum Latitude (DD-MM-SS.S) Use for rectangle only (Northwest corner) NAD 83 N or S		Maximum Longitude (DDD-MM-SS.S) Use for rectangle only (Northwest corner)		Do you propose to operate in an area that requires frequency coordination with Canada?																			
Description (only for Area of Operation Code 'O')																							
Number of Units		Hand Held	Mobile	Temporary Fixed	Aircraft	Itinerant																	
Would a Commission grant of Authorization for this location be an action which may have a significant environmental effect? See Section 1.1307 of 47 CFR.																							
If 'Yes', submit an environmental assessment as required by 47 CFR, Sections 1.1308 and 1.1311																							
If the proposed site is located in one of the quiet zones listed in Item 27 of the Instructions, provide the date (mm/dd/yy) the proper authority was notified																							
?	Login	Print Preview	Attachment	Check Errors	Previous Page	Next Page	Ownership																

Figure 2.7-7 - Sample "Location"

Antenna Tab

To change information for an antenna, do the following:

1. Click Select Location
2. Modify >> Make the information changes
3. Click Save

Check for errors before selecting/changing another location. Refer to the Glossary for definitions of the antenna terms in this form. The figure below shows Antenna # 3 selected for modification.

Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Administrative		Location	Antenna	Frequency

Select Location

1	41-19-1.3N	77-20-38.9W
2	41-20-21.3N	76-46-41.8W
3	41-35-40.3N	76-35-36.8W
4	41-24-50.2N	77-29-43.9W
5	41-31-7.3N	77-17-21.9W
6	41-26-20.3N	76-40-18.8W

Select Antenna

1

Add

Modify

Save

Delete

Refresh

Clear

Action:

AAT(meters)

Antenna Ht. (meters)

Azimuth (degrees)

Beamwidth (degrees)

Polarization

Gain (dB)

?	Login	Print Preview	Attachment	Check Errors	Previous Page	Next Page	Ownership
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Figure 2.7-8 - Sample "Antenna"

Frequency Tab

"Frequency" is the final tab. The steps to changing the frequency by selecting the order as follows:

Location number >> Antenna number >> Frequency

Make your frequency changes, then use "Save" before selecting another location.

Note that each frequency for each antenna/frequency combination has its own emission designator.

Application Information	Applicant	Ownership Questions/Qualification Questions	General Certification Statements	Control Point
Administrative		Location	Antenna	Frequency
<div><div>Select Location</div><div><div>1 41-19-1.3N 77-20-38.9W</div><div>2 41-20-21.3N 76-46-41.8W</div><div>3 41-35-40.3N 76-35-36.8W</div><div>4 41-24-50.2N 77-29-43.9W</div><div>5 41-31-7.3N 77-17-21.9W</div></div></div> <div><div>Select Antenna</div><div>1</div></div> <div><div>Select Frequency</div><div>00169.45000</div></div> <div><div>Add Freq</div><div>Clear Freq</div><div>Modify Freq</div><div>Delete Freq</div><div>Save Freq</div></div> <div><div>Freq Action</div><div>Lower or Center Frequency (MHz)</div><div>Upper Frequency (MHz)</div><div>Frequency Carrier (MHz)</div></div> <div><div></div><div>169.45</div><div></div><div></div></div> <div><div>Station Class</div><div>No. of Units</div><div>No. of Paging Receivers</div><div>Output Power (watts)</div><div>ERP (watts)</div></div> <div><div>FXO</div><div>1</div><div></div><div>25.000</div><div>50.000</div></div> <div><div>Select Emission</div></div> <div><div>1 8K00F2D</div><div>Emission Action</div><div>Emission Designator</div></div> <div><div></div><div></div><div>8K00F2D</div></div> <div><div>Add Emission</div><div>Delete Emission</div><div>Save Emission</div><div>Clear Emission</div><div>Modify Emission</div></div> <div><div>Refresh</div></div>				

Figure 2.7-9 - Sample "Frequency"

Phase IV - Submit Exported ULS Information To The Interdepartmental Radio Frequency Coordinating Group (HRFCG) For Approval

You must submit the following items to the HRFCG to obtain their authorization:

1. Your incomplete ULS application(s) that has been exported to PDF.
2. A Network drawing depicting your system configuration.
3. A cover letter justifying your request for the station modifications.

IMPORTANT: The ULS system purges all incomplete applications for either license modification or initial license request 30 days after you start the application process. Use the "Check Errors" button to re-start the 30-day clock to ensure your application will not be purged.

The preferred method for submission of your application is to email the Federal Coordinator for Hydrologic Federal Radio Frequencies. The contact is Larry Wenzel (larry.wenzel@noaa.gov), at 301-713-0006, ext. 147.

Phase V - Complete Your ULS Application By Filing Your Application

In Phase V, you upload the HRFCG approval letter through the ULS and submit your FCC application.

Upon receiving HRFCG approval, log in to the ULS and do the following:
Click "Attachment" button located at the bottom. Upload to ULS your entire HRFCG request and HRFCG authorization letter. All uploads should be in PDF.
File your application by clicking "Submit" on the ULS application.

NOTE: Do not use the "Batch File/Submit Pack" button that is visible after logging in; your application will not be successfully submitted.

After you submit your FCC application, the ULS will send you to a confirmation page, (See Figure 10). Record the file number for future reference. If the ULS does not display a confirmation page, contact the FCC at 888-225-5322, option 2, for assistance about how to proceed.

Renewing Existing Licenses

License renewals can be done through the ULS for associated call signs. The process of license renewal starts 90 days from the license expiration date. The FCC notifies license holders by mail approximately 90 days prior to license expiration, but they hold applicants responsible for renewing in time.

To renew a license, perform the following steps:

1. Log in to the ULS.
2. Select the "New Filing" button.
3. For "Purpose of Application", select "Renewal Only".
4. Select the desired call sign(s), read over the certification statements, fill out the signature information fields, and then click the "Renew" button.

The renewal application is typically processed within 30 days.

Canceling An Existing License

You may cancel your license through the ULS for associated call signs.

To cancel a license, perform the following steps:

1. Log in to the ULS.
2. Select the "New Filing" button.
3. For "Purpose of Application", select "Cancellation Of License."
4. Select the desired call sign(s), read over the certification statements, fill out the signature information fields, and then click the "Cancellation" button.

Glossary

The Hydrologic Radio Frequency Licensing Guide Glossary contains a list of technical terms and definitions used in this document.

AAT		AAT is the abbreviation for "Above Average Terrain," and is measured in meters.
Administrative Update		<p>An application filing that allows a licensee to update administrative data on its license(s) in the ULS licensing database. (Previously, applicants made administrative updates with a formal FCC modification request or an informal letter request.)</p> <p>Administrative changes are limited to changes in licensee name (provided there is no change in license ownership, control, or corporate structure), address, phone number, fax number, control point, e-mail address, and point of contact information.</p> <p>Administrative changes do not include changes in technical specifications to a license, control points, assignments or transfers, or other changes that would require a modification application. (See Modification.)</p>
Antenna Structure Registration (ASR)		As part of its ongoing effort to promote air safety, the FCC requires owners to register certain antenna structures (generally those more than 60.96 meters (200 feet) in height or located near an airport) with the Commission.
Associated Call Sign		Call signs are considered by the FCC to be "associated" if they are linked with an FRN within the online ULS system. If the call sign was obtained before December 2001, the license call sign may not be explicitly associated with an FRN since the TIN may not have been provided. Only call signs associated with an FRN may be revised using the ULS. To view associated call signs and/or add additional call signs to your FRN, click here .
Attachment		There is a Yes/No question in the ULS application regarding whether your application includes attachments. An application for a new license or a request to modify an existing license will likely require submission of attachments pertaining to HRFCG coordination. You need to upload and submit your application to NOAA and your authorization letter from HRFCG as attachments. The FCC accepts Word Documents and text files as attachments, but it is strongly advised that all attachments be in Adobe Acrobat PDF format.
Azimuth		The direction that the transmitter faces relative to its receiver relative to true north. Azimuth angles can thus range from 0 degrees (north) through 90 (east), 180 (south), 270 (west), and up to 360 (north again).

Beamwidth		Beamwidth is an angular measure of the main lobe (or main beam) in either (or both) the horizontal-plane or vertical-plane pattern. There are several definitions for beamwidth. The half-power, or 3 dB, beamwidth is most commonly used. Consult your transmitter technical specifications to determine the narrowest acceptable antenna beamwidth for use.
Call Sign		The combination of letters and numbers that serve to identify an FCC license.
Control Point		A common point (e.g. administrative office) that monitors or uses data transmitted from the locations listed on the license. The control point is usually also responsible for maintenance of the locations
EIN		The IRS identification (also known as TIN) number for a business, non-profit, or government agency. An agency's payroll department will generally provide you with their EIN.
Emission Designator		A combination of symbols that designate transmitter bandwidth, modulation, nature of signal, and type of information. Emissions are classified and symbolized according to the following characteristics: First Symbol - antenna bandwidth. Second Symbol - type of modulation of the main carrier. Third Symbol - nature of signal(s) modulating the main carrier. Fourth Symbol - type of information to be transmitted.
ERP (Effective Radiated Power)		The power supplied to an antenna multiplied by the antenna gain in a given direction. If the direction is not specified, the direction of maximum gain is assumed.
Export to PDF		The conversion of a file from a native format (e.g., html, MS Word, MS Powerpoint, etc.) into Adobe Acrobat PDF format. A PDF file can be opened by any user that has Acrobat Reader.
Fixed Location		An antenna that is permanently mounted. An land mobile station is an example of a station that is not fixed.
FRN		Before using ULS, you must first register with the FCC's Commission Registration System (CORES) to receive an FCC Registration Number (FRN). If you previously registered with CORES you will already have an FRN.
Gain		The ratio of output current, voltage, or power to input current, voltage, or power, respectively. Gain is usually expressed in dB.

html		The language used to create web pages for display in browsers.
Incomplete		An application within the ULS that has some or all input screens completed, but the user has not submitted the data by clicking the "Submit" button.
Location		Term used by the FCC to refer to a transmitting station.
Low Power		A transmitter whose operational power usage is kept to a minimum; typically 25 watts or less.
Major Filing		An amendment to an application or a request for modification of license that is defined as "major" in Part 1 of the Commission's rules. Examples of major filings are new applications, extension of time requests, and modifications to technical information.
Minor Filing		An amendment to an application or a request for modification of license that is defined as "minor" in Part 1 of the Commission's rules. In general, any change not defined as major is considered minor. Examples of minor filings are duplicate license, withdrawal, and cancellation.
Modification		An applicant's request to change the terms, conditions, or specifications of an existing license, other than administrative changes. (See Administrative Update.) Modifications may be major or minor. (See Major Filing and Minor Filing.)
Network Drawing		Your network drawing needs to show the proposed and existing stations that you consider to be part of your network. Existing stations are previously-licensed sites that are operational. Each type should be noted as such. Network connectivity should also be depicted. Upon completion, the drawing needs to be converted to Adobe PDF format.
NOAA		The National Oceanic and Atmospheric Administration. The National Weather Service is within the NOAA organizational umbrella.
Password		A password is assigned upon sign-up in the Commission Registration System (CORES). The user should save a printout of their FRN and password during registration. Your password must be 6 to 15 characters long and is case-sensitive. Use a password hint that does not contain the actual password itself. If you forget your password or have other password-related questions, contact FCC technical support at 202-414-1250 or corespassword@fcc.gov .

PDF Printer Driver		A printer that can be selected when a user wants to create PDF files from a software application. PDF printer drivers are available only when Adobe Acrobat software has been installed.
Polarization		<p>The property that describes the antenna orientation.</p> <p>Use the following codes when entering polarization into a licensing application:</p> <p>E - Elliptical F - 45 degrees H - Horizontal J - Linear L - Left-hand circular R - Right-hand circular S - Horizontal and vertical T - Right and left-hand circular V - Vertical X - Other (provide a description in an attachment)</p>
Quiet Zone		<p>A rectangular area which is located within Virginia, West Virginia, and Garrett County, Maryland and bounded by 39 degrees 15' N on the north, 78 degrees 30' W on the east, 37 degrees 30' N on the south, and 80 degrees 30' W on the west. On February 25, 1997, the National Weather Service IFLOWS program received authority to operate transmitters, assuming locations use the lowest possible power. As of the writing of this document, the National Radio Astronomy Observatory (NRAO) still acknowledges this letter as proper authorization. If you like, you may call Denise Wirt of the NRAO at (304) 456-2107 for further information.</p> <p>NOTE: For applicants in northern United States counties, Canadian government coordination is never required for applicants using fixed stations transmitting in the 162.0375 - 174.0 MHz range.</p>
Renewal		A grant to a licensee of an additional license term at the conclusion of the current license term. To obtain a renewal, licensees must file a renewal application on or before the current license expiration date.
TIN (Taxpayer Identification Number)		The identification number the Internal Revenue Service associates with individuals and organizations. For individuals, the TIN is their social security number and for businesses and governmental organizations, it is usually their EIN.

TOWAIR		A tool on the ULS website that allows the user to input antenna information and location coordinates for the purpose of determining if Antenna Structure Registration is required. TOWAIR can be found by clicking here .
Universal Licensing System		The ULS is browser-based system for allowing electronic radio frequency licensing. The system will dynamically create a screen that will only ask you for the information that is needed.